

## Viewing Itinerary Instructions for Travelers - GDS of Worldspan

Once you receive the “CTO Booked” email from DTS, follow these steps to view your travel itinerary from the My Trip And More website.

1. Go to [www.mytripandmore.com](http://www.mytripandmore.com).
2. Enter your “last name” in the “Passenger Last Name” field.
3. Enter your "DTS Authorization Confirmation Number" in the "Worldspan Trip Locator" field. See instructions on how to obtain your DTS Authorization Confirmation Number below.
4. Click “View Travel Plans”.

My Trip And More

Language:

My Trip and More provides instant access to travel plans 24 hours per day , 7 days per week via the internet, a wireless Palm device, or an internet-ready mobile telephone.

**Itinerary Search**

Passenger Last Name:

Worldspan Trip Locator:

Clock Format: ☒ 12 Hour ☐ 24 Hour

[Help](#) [View Travel Plans](#)

Personal Profile Login ▾

Personal Profile Registration ▾

Office Administration Login ▾

**worldspan**

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5. Your Travel Information will populate.
6. You may email or print your itinerary.
7. Once the reservation has been ticketed by your CTO you can print your electronic ticket receipt.

My Profile Travel Resources Destination Guide Wireless Access Office Admin Travel Plans Help

My Trip And More

Itinerary Search

Print Itinerary

Travel Plans for Stuart Hazlett

☒ 12 Hour Clock ☐ 24 Hour Clock

[E-ticket Record](#) [E-mail Itinerary](#) [Add to Calendar](#)

Sunday - 24 October 2004		Flight
Flight #:	US2335	Airline: USAir
OPERATED BY US AIRWAYS EXPRESS-PSA AIRLINES		
Airport:	Dayton James Cox Dayton Int'l Arpt Dayton, OH USA	Depart: 10:37 AM
Airport:	Washington Ronald Reagan Natl Arpt Washington, DC USA	Arrive: 12:00 PM Terminal C

Click here to save **Best Western**

Need to Get a Grip on Your Trip?

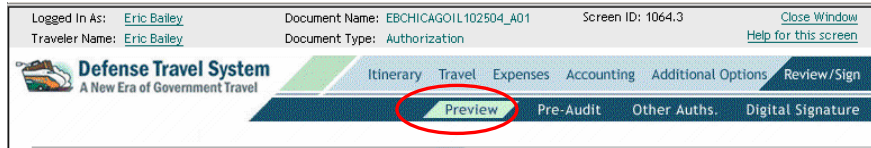
**NOW IN**

Screen Shots that appear within this document are a snap shot in time, as changes are made to the system the screen shots may become outdated. A printed version of this document is an uncontrolled copy. Please continue to check the DTS Travel Center website for updates.

## Obtain Confirmation Number from DTS

1. Your DTS Authorization Confirmation Number can be found on the trip “Preview” screen under Air Travel: Confirmation.

2.



3. Worldspan Confirmation Numbers also referred to as “PNR Locators” are made up of six alpha/numeric characters.

Location 1 - PENTAGON,VA Time Zone: EST (06)		
Itinerary: <a href="#">View</a>	Leave From: RES: BEAVERCREEK, OH TDY/TAD Location: PENTAGON,VA Arrive: 09-Jul-04 Leave: 09-Jul-04	
Air Travel: <a href="#">View</a>	Carrier: US Airways (US) Flight: 2278 Fare: \$560.19 Airport Passenger facility charge included in ticket price. Facility Charge: \$9.00 Depart: DAY-Dayton, Oh (Usa) 09-Jul-04 6:35AM Arrive: DCA-Washington, Dc (Usa) (National Apt) 09-Jul-04 7:57AM Method of Reimbursement: GOVCC Confirmation: <b>NWNQYV</b> Ticket: <b>NWNQYV-CP</b>	<b>Comments to the Travel Agent:</b> SEAT PREFERENCE: 3C
Air Travel:	Carrier: US Airways (US) Flight: 2692 Depart: DCA-Washington, Dc (Usa) (National Apt) 09-Jul-04 1:55PM Arrive: DAY-Dayton, Oh (Usa) 09-Jul-04 3:22PM Method of Reimbursement: GOVCC Confirmation: NWNQYV Ticket: NWNQYV-CP	